A quality education is valuable, and PC is dedicated to helping your family make it a reality. Not only do we go above and beyond to provide our students with the knowledge to succeed throughout their career, but we work tirelessly to help families make higher education possible.

At Presbyterian College you join a family of Blue Hose that is here to support one another. Among this family is a group of finance professionals here to help guide you and explain the many options for making your education possible. We understand that each family has their own specific questions and concerns when it comes to financing. We encourage you to let us be your family’s resource for such questions and concerns. The College offers a strong arts education more accessible. We strongly encourage you to apply. For more information on financial aid, visit finaid@presby.edu or the Office of Student Financial Aid Office at 864.833.8288.

At Presbyterian College you join a family of higher education possible. PC is dedicated to helping your family make it a reality. Not only do we go above and beyond to provide our students with the knowledge to succeed throughout their career, but we work tirelessly to help families make higher education possible.

To learn more about your options or have your questions answered, you may contact the Financial Aid Office at 864.833.8288 or finaid@presby.edu or the Office of Student Accounts at 864.833.8209. You may also visit our website at www.presby.edu.
Cashier - 864.833.8208
Student Accounts - 864.833.8209
The Cashier window, located in Smith Administration, is open from 8:30 a.m. - Noon and 2:00-5 p.m. Monday through Friday. Payments may be left at any time in a locked box slot located beneath the Cashier window.
For account access go to: www.presby.edu/stuacct

Registration Late Fees:
Late Registration ................................. $  50
Add/Drop after Deadline.......................... $  50
Withdraw with WP/WF after Deadline ........ $  50

Now Student Fee ............................................. $  200

Replacement of Student ID Card ................. $  15

Vehicle Registration Annual Fee .................. $  100
This fee is applied to all student accounts. It is the student's responsibility to go to The Campus Police Officer to sign a waiver if the student does not have a vehicle on campus.

Withdrawal from College Admin. Fee ........... $  100

Transcript Fee ......................................... $  10

Diploma, Cap and Gown Fee (one-time) ......... $ 125
Fee is assessed once student reaches 90 credit hours or upon officially declaring dual-degree candidacy.

Directed (Independent) Study Courses
For any Directed Study or Internship for which the student receives college credit, the minimum charge is tuition, matriculation fee and technology fee. Contact the Business Office for specific charges.

International Student Fee (per semester) . . . $  300

Study Abroad Fee ....................................... $  500
Students studying abroad will be assessed a fee per semester while abroad.

DEPOSITS
Deposit Deadline: Friday, May 14, 2021

Escrow Deposit (Non-Refundable)
Freshmen and Transfer ................................. $ 400
A non-refundable Escrow Deposit will be required of all incoming students. Payment of the Escrow Deposit will secure a space in the class for the appropriate entrance date for each semester and in the College’s student housing program. This deposit will be credited to the student’s account upon graduation or official withdrawal.

Advance Deposit (Non-Refundable)
Upperclassmen................................................. $300
The Advance Deposit is due March 1 by all returning students and will be credited to the student’s account and applied toward the upcoming fall semester charges. Payment of the Advance Deposit serves a threefold purpose: it is used to indicate the student’s intent to continue enrollment, while assisting the College in formulating plans for meeting the needs of the students; it allows completion of registration; and it confirms housing assignments. Non-payment of the Advance Deposit will prohibit registration in all future terms.

OTHER COSTS

Part-Time Rates (Less than 12 hours per semester)
Tuition.................................(per credit hour) $  1,555
Technology Fee ..........(per credit hour) $  27
Matriculation .................(per semester) $  25

Summer School Rates (June 2020 – August 2021)
Tuition.................................(per credit hour) $  480
Technology Fee ........(per credit hour) $  30
Matriculation ..............(per term) $  30
Science Lab Fee ..........(per class) $  50
Room .........................(per term) $  930
Board .........................(summer 1) $  560
Board .........................(summer 2) $  560
Single Room (limited) ....(per term) $  1,030
Summer Internship (4 credit hours) $  500
Summer Internship (5-6 credit hours) $  750
(Technology and Matriculation fees also apply to internships.)

Special Fees
Courses that require payment of a specific fee related to enrollment are disclosed in the catalog, which is found at www.presby.edu/academics/registrar/academic-catalog/

Science Lab Fee (per lab/per semester) $  200

Applied Music Fees
1/2-Hour Credit ................................................. $  350
Open each semester to all students
1-Hour Credit .................................................. $  550
Designed for music majors. Some non-music majors may study at this level with permission of instructor.

Auditing Fee (per course) ......................... $  150
Science Lab Courses, add .......................... $  50
Senior Citizen (age 62+) .................................. $  75
(Parking sticker for senior citizens included in course fee.)

Online Access
Presbyterian College offers online invoicing and payment. This easy and secure method not only saves paper, but allows immediate payment to a student’s account and access to a student’s payment history at any time. Online payment is available 24 hours a day. Our online site offers immediate payment confirmation once your transaction is completed. However, it takes 3-5 business days for a transaction to clear the bank. You will have the option to pay by electronic check (E-Check) or credit card (Visa, MasterCard, American Express, or Discover). There is no processing fee for payment by E-Check. There is a $25 returned E-Check fee. There will be a 2.5% processing fee for a credit card payment. We hope you find our online payment services convenient and trouble-free. Please note that this is not the site that is used to view grades or transcripts.

To pay online, follow these steps:
2. Choose "View Bill and Make Payment.”
3. At Billing Login enter the identification information requested.
4. Click the "View Bill and Make Payment” link.
5. Please read the "Important Information” section.
6. Make Payment - Electronic Check - No processing fee - Credit Card (Visa, MC, Discover, or AmEx) - 2.5% Fee
7. Please print the confirmation page and file as your receipt.

ONLINE INVOICING AND PAYMENT
To view your invoice and make payments at any time, you will need the student’s PC identification number and the last four digits of the student’s social security number. No paper bill will be mailed. There is an option to pay either by electronic check (E-Check) at no extra cost or by credit card (Visa, MasterCard, American Express or Discover) for a 2.5% processing fee. The site offers payment confirmation immediately after your transaction is completed. Checks may also be mailed to Presbyterian College, 503 South Broad Street, Clinton, SC 29325 or submitted in person at Presbyterian College.

Installment Payment Plan
Payment options are offered through Tuition Management Systems. Go to the online application at presby.afford.com or call toll free 1-800-722-4867.

Tuition Payment Plan (monthly installment plan)
Annual fee - $45.00 per semester fee - $50.00. Live customer service available during normal business hours. Available plans are:
- 10-Month Plan (opens in May)
- Full Plan (opens in May)
- Spring Plan (opens in October)
Advance and/or Escrow Deposits may not be paid through the installment payment plan.

More information on the tuition payment plan is available in the Frequently Asked Questions section.

Payment Policy
Students who have not made payment or satisfactory arrangement for payment by the first day of class may be subject to holds that could deny them access to their grades, transcripts or registration. PC reserves the right to drop student’s course load due to non-payment. Details of the tuition and fees payment policy are available on the Business Office website. For non-payment of tuition and fees requiring collection procedures, the student will be responsible for all associated collections costs.

REFUND POLICY
(1) General Refunds – Overpayments or excess loan funds will be disbursed each semester unless the student submits a request to carry the credit forward to the next term.

(2) Escrow Deposit Refunds – If a credit balance remains after application of the deposit to the student’s tuition account, a refund will be processed within approximately 45 days after the student graduates or officially withdraws.

(3) Advance Deposit Refunds – Returning students are required to pay an Advance Deposit in order to register for classes and confirm housing assignments.

(4) Refunds for Withdrawal from All Classes – If withdrawal occurs during the first 60% of the semester, all aid that is not earned will be returned to the aid program involved. Refunds will be calculated on a per diem basis tied to the semester calendar. A refund will be disbursed if a credit balance results from the adjustments to tuition, fees, room, board and financial aid. Students who withdraw in the final 40% of the semester will receive no refund. An administrative fee of $100 will be charged on all withdrawals.

(5) Withdrawals from a Course or Courses – Any full-time student who drops below full-time (12 hours) to part-time status after the last day for the late registration and charge of courses will be charged tuition, fees, room and board at the full-time rate. Therefore, no refund will be given.

(6) Changes in Room and Meal Assignments – Students who change room assignments or meal plans with the permission of the Office of Residence Life will have adjustments to the corresponding charges on their student accounts based upon the effective date of the change.

All refunds will be made payable to the student unless there is a PLUS (Parent Loan) on the account. If the credit on the account is in excess of the student loan amount, those refunds will be made payable to the parents and mailed to their address. Students will be notified via e-mail when their refund check is ready.

Parents
Please contact your student if you have problems accessing the account, viewing the bill or making a payment. The student controls the online billing and payment access options. Please contact the Office of Student Accounts at 864.833.8209 if you have questions or concerns.
Frequently Asked Questions

How will I receive a bill?
PC has converted to a paperless billing cycle, so no paper bill will be mailed. Bills are available at www.presby.edu/stuacct. You will receive a postcard notifying you when the bill is available. (See Previous Page.)

May I pay tuition and fees by credit card?
The College accepts Visa, MasterCard, Discover or American Express payments online at a 2.5% processing fee.

If I prefer to make my payment in person, what should I do?
You may bring the check or cash payment to the cashier window located in Smith Administration. If the cashier is not available, you may place your payment in an envelope provided at the window. Please complete the information and place the envelope in the drop box slot. The cashier will send a receipt to your campus mailbox the next business day.

When is my student bill available?
Approximately one month before the billing due date, you will receive a postcard at your permanent address notifying you that bills are available online.

What are my options if I want to limit my borrowing?
Presbyterian College has partnered with Tuition Management Services (TMS) to offer our students a monthly tuition payment plan. Through TMS, we are able to offer both annual ($65 enrollment fee) and semester ($50 enrollment fee) plans. With TMS, you have convenient monthly payments, 24-hour account access through the TMS website, toll-free automated account information, and toll-free personal service Monday-Saturday at 1-800-722-4867. By working with TMS, you can pay a monthly payment that fits in with your budget and reduce or eliminate your debt burden after you graduate.

Additional information on the tuition payment plan may be found online at the following website: presby.afford.com. A user friendly online application is available. If you prefer to complete and send in a paper application, you may print one from the website. If you are a financial aid recipient, you will need a copy of your financial aid award letter to complete that section.

When are bills due?
Payment and/or arrangements are due on August 15 for the Fall semester and December 15 for the Spring semester. Payment arrangements may consist of financial aid and loans, TMS payment plans or a combination of both. Please see “Payment Policy” on previous page for more in-depth information.

What if I see errors on my student bill?
Call the Financial Aid Office at 864.833.8288 if you have questions regarding loans or scholarships not listed or listed incorrectly or other questions about your financial aid. Please be aware that you must accept your loans in Bannerweb and complete all outstanding requirements for financial aid to show on your invoice. If you are receiving a private scholarship, you must bring the check or letter to the Financial Aid Office so that it can be processed and added to your invoice.

Please contact the Office of Student Accounts at 864.833.8209 if you have any questions pertaining to your charges (i.e. not being charged for a meal plan or being charged incorrectly for a room).

When can I receive a refund of credit on my account?
General refunds (credits from overpayment, excess loan money and/or private scholarships) are disbursed each semester after the finalization of financial aid and registration. Students are notified by e-mail when the refund is ready. Identification is required before the check is given. We also offer an option for direct deposit of refunds. Please contact the Office of Student Accounts at 864.833.8209 for further information.

What should I do if I prefer to leave the credit on my account?
Complete and sign the “Carry Forward Credit Form” found under General Quick Links on the Office of Student Accounts web page at www.presby.edu/stuacct. Please submit the form to the Office of Student Accounts in the Smith Administration building or email to studentaccounts@presby.edu.

What should I do if I did not receive my 1098-T Tax Form?
Go to https://heartland.ecsi.net for questions related to your 1098-T statement and to access an electronic copy of your statements. You can follow the instructions to access your 1098-T forms by a link on this page.

It is also a good idea to print a copy of your detailed account history from www.presby.edu/stuacct. You will need the Student ID number and the last 4 digits of the student's SSN.

This detailed account information should be placed with your 1098-T form for tax preparations.

What if I have a 529 Tuition pre-payment plan, etc.?
Please notify the Office of Student Accounts at 864-833-8209, prior to the bill due date, that you will use funds from a 529 plan for payment.

What if I am signed up for the payment plan but experience a change in my financial situation?
Your monthly payment plan can be modified at any time during the year. Submit the request to Tuition Management Systems (TMS) at 1.800.722.4867, who would notify the College for approval. There is no charge for modifying your plan.

Paying By Check?
Make checks payable to Presbyterian College. Include the student ID# and a printed copy of the online bill. Mail to:
Presbyterian College
ATTN: Cashier
PO Box 493
Clinton, SC 29325

Questions about grants and other aid
Questions about your private scholarship
Questions about your loan
Questions about posting of payment
Questions about the Tuition Payment Plan
Questions about your payment
Questions about your balance
Questions about your invoice

Office of Student Accounts at 864.833.8209 for:
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